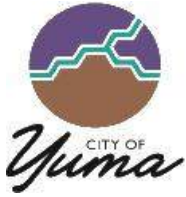


# EVENT APPLICATION – 50 PEOPLE OR MORE



City of Yuma  
Department of Community Development  
Building Safety Division  
One City Plaza, Yuma, Arizona 85364-1436  
PHONE: (928) 373-5163 or (928) 373-5165  
EMAIL: [permits@yumaaz.gov](mailto:permits@yumaaz.gov)

APPROVED  
Alan Kircher, Deputy  
Building Official

| For Office Use Only  |                                    |
|----------------------|------------------------------------|
| Permit #             | 64756                              |
| # of Approved Guests | Max. 900 persons onsite each night |

You can also apply online for eligible permits at: <https://secure.yumaaz.gov/CitizenAccess/CitizenAccessSite/Public/Main>

The submission of this application provides no guarantee the event will be approved.

## PLEASE BE ADVISED OF THE FOLLOWING INFORMATIONAL NOTICE:

**PUBLIC RECORDS:** This application and any document supplied as part of this application is considered a public record and may be disclosed pursuant to A.R.S. § 39-121 or displayed electronically by the City of Yuma.

**IF APPROVED:** Pursuant to State of Arizona Executive Order 2020-59, a copy of this application will be provided to Arizona Department of Health Services and will be posted to the City of Yuma's website. City Staff is also required to attend approved events to assure mitigation measures are followed.

Received

03/01/2021

Building Safety

|                 |                                        |                                    |                              |
|-----------------|----------------------------------------|------------------------------------|------------------------------|
| Applicant Name: | Arizona Western College-Vanessa Weaver | Mobile Phone:                      | 928-304-5500                 |
| Address:        | 2020 S Ave 8E                          | Other Phone:                       | 928-344-7711                 |
| City/State/Zip: | Yuma, AZ 85365                         | E-mail:                            | vanessa.weaver@azwestern.edu |
| Venue Name:     | Gila Ridge Veterans Memorial Stadium   | Venue Address:                     | 7150 E 24th St.              |
| Event Date(s):  | May 13&14 2021                         | Duration of Event: (hours or days) | 7:30PM-9:00PM                |
|                 |                                        | # of Anticipated Guests:           | 900                          |

**THE FOLLOWING ITEMS MUST BE PROVIDED WITH THIS APPLICATION.** Please note that all mitigation measures must meet or exceed CDC, AZDHS and Yuma County Health Department health directives to prevent the spread of COVID-19 at events. Social distancing spacing is to be a minimum of 6 feet.

Your initials are required as acknowledgement

Initial Here

**An exhibit (map) depicting the location of the event. Include size of event location (square footage) building square footage, and fire occupancy of building (if known)**

vlw

**Schematic showing the seating for the desired occupancy. Include table sizes and spacing of 6 feet minimum distance**

vlw

**Narrative Statement listing mitigation measures, including but not limited to the items below.**

vlw

Ventilation measures if event is indoors

vlw

How Food and Beverage service (if applicable) will be provided

vlw

Face Coverings/Masks are required to be worn for the entirety of event

vlw

CDC Guidance Signage "[Stop the Spread](#)" will be posted at entrances and throughout the event facility.

vlw

Social/Physical distancing methods, such as barriers and guides; include number of entrances/exits

vlw

Hand Sanitizer and/or Hand Washing Stations will be made available throughout the event

vlw

Dedicated staff to enforce mitigation measures must be provided

vlw

Pre-screening of event attendees for COVID-19 symptoms (temperature checks) will be performed

vlw

Cleaning/Sanitizing measures prior to event and between events, if applicable, will be done

vlw

Signature of Owner/Agent: Vanessa L Weaver

Date: 3.1.21

Printed Name of Owner/Agent: Vanessa Weaver

Date: 3.1.21

Contact person(s) to answer questions and provide assistance during the permit application process:

**Randall Crist, Building Official;** Phone: 928-373-5160; [Randall.Crist@YumaAZ.gov](mailto:Randall.Crist@YumaAZ.gov); **Alan Kircher, Deputy Building Official;** Phone: 928-373-5169; [Alan.Kircher@YumaAZ.gov](mailto:Alan.Kircher@YumaAZ.gov); **John Montenegro, Building Inspection Field Supervisor;** Phone: 928-373-5171; [John.Montenegro@YumaAZ.gov](mailto:John.Montenegro@YumaAZ.gov)

# 2021 Arizona Western College Commencement Plan

## **Mission**

Arizona Western College will provide a safe, socially distanced commencement ceremony for graduates and a very limited audience.

## **General Information**

Commencement is scheduled for 7:30 PM on May 13<sup>th</sup> and 14<sup>th</sup> at Veterans Memorial Stadium, an outdoor facility, located at Gila Ridge High School. Line up of graduates will begin at 6:30PM on the "Upper Field" of Gila Ridge High School which is outdoors and will give ample space for social distancing. The ceremony will begin at 7:30PM and approximately end at 9PM.

This year we will holding two ceremonies in order to meet COVID distancing requirements and decrease contact amongst graduates and guests.

There will also be two rehearsals, on May 13<sup>th</sup> and 14<sup>th</sup> at 7:30AM-8AM. An estimated attendance of 100 is expected for each.

## **Number of Graduates and seating**

We are estimating 300 graduates per night, although it may be far less. Graduate seating will be located on the football field of the stadium with 6 feet of space between chairs. There will be approximately 75-100 members of staff, band, VIP's and vendors present on the field as part of the commencement. They will be located in a designated area with social distancing observed.

## **Number of Anticipated Guests and seating**

Our graduates will be allowed 2 guests each. The guests will be seated in the Home and Visitor bleachers at the stadium. (Example maps attached.) The 2 guests will sit together in a same germ "pod" and a space of 6 feet will separate each "pod". The stadium bleachers will accommodate up to 700 guests (350 pods) to allow the student to have 2 guests each. The available and unavailable seating in the bleachers will be identifiable.

## **Face Masks, Social Distancing, and Signage**

Face masks and social distancing will be required to attend the event. We will be reminding guests at the door during check in to maintain social distancing and to keep their masks on. We will be providing masks for anyone who may not have one.

In addition, the graduates will be reminded weekly via email, prior to the event to mask up, socially distance and to remind the two guests that they have chosen to attend that they must do so as well. These reminder emails will begin to go out 4 weeks prior to the event. The students will receive another verbal reminder during the rehearsal.

Signage will be posted throughout the event in a highly visible manner. An example of our AWC branded signage is attached. We will be placing our "Mask Up" banner on the outside fence next to the main entrance where guests will be required to check in and have their temperature taken. We will also have smaller, yard-size, type signs distributed through high traffic areas. They will be posted on all of the chain link fencing where there is an entrance/exit. They will be posted at the check in stations for the graduates and guests. We will also have directional signs throughout the walkways and the "Mask up" signs will be attached to those as well. Additional signage will be located at the port-a-potty area, VIP/Faculty area, parking lot, grad line up and bleacher area.

### **Food and Beverage Service**

We will not have any concessions.

### **Restroom and Handwashing Stations**

In addition to hand sanitizing stations, there will be 4 port-a-potties and 3 handwashing stations available for use. As in previous years they will be located between the Home bleachers and the Concession area. Initial cleaning will be provided by B & E Services prior to drop off. A cleaning and sanitizing will occur every 30 minutes during the scheduled events. Gila Ridge restroom facilities are not available for use.

### **Enforcement**

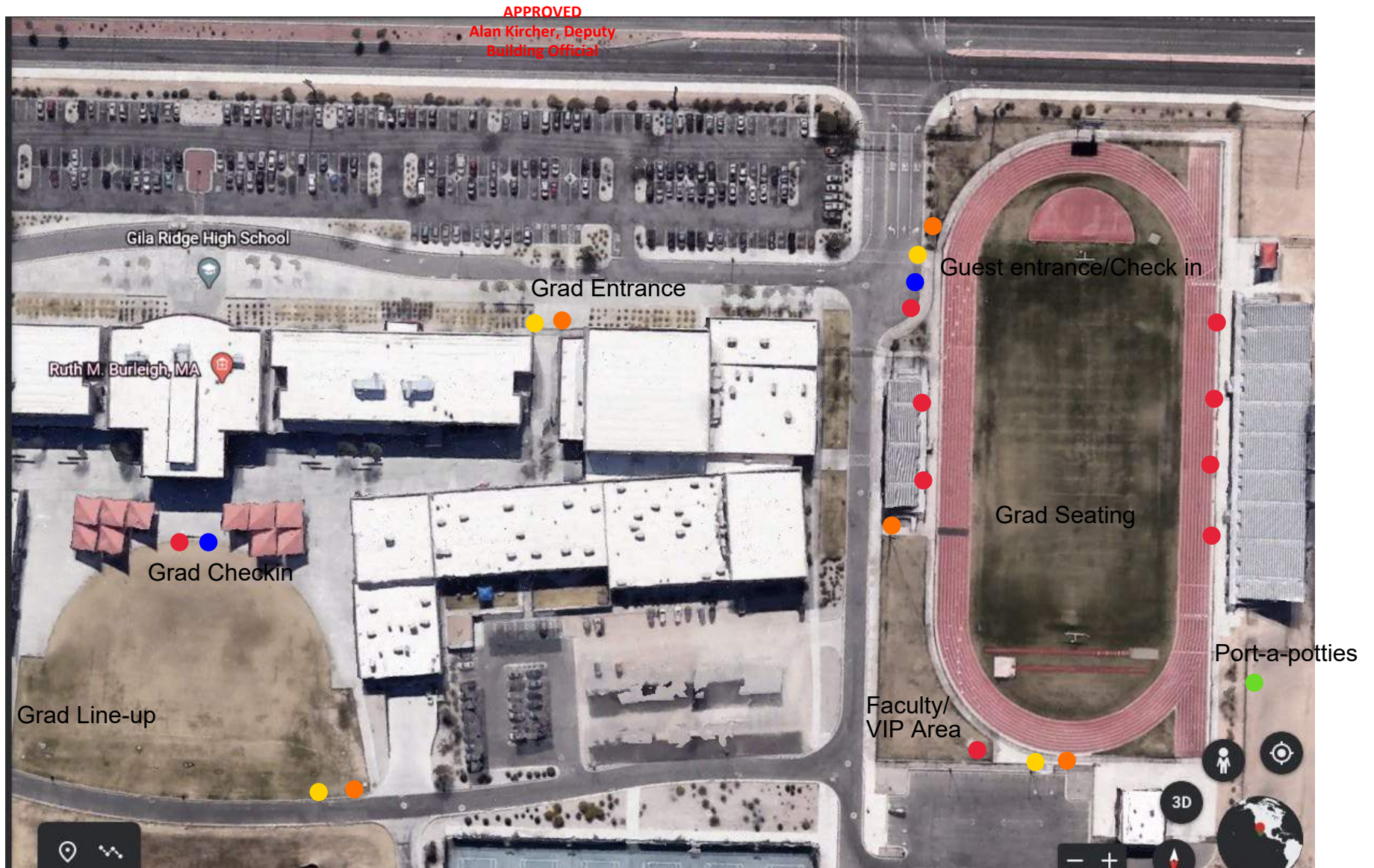
The Arizona Western College Police department and security guards will patrol the event. Arizona Western College will have student ambassadors to be designated personnel for COVID mitigation measures. They will be reminding attendees to keep their masks on. We will have volunteers directing graduates and guests to entrances and exits.

### **Additional Information**

Our goal is to provide a small, shortened ceremony to honor graduates while enforcing CDC guidelines for the safety of all. Both graduates and guests will be reminded of required mask wearing and social distancing via emails, signage, and in person. Hand washing stations will be available as well as hand sanitizing stations. The temperature of graduates will be taken upon arrival. The guests will have their temperatures taken at the gate. We will have one main entrance and exit for the graduates and audience.

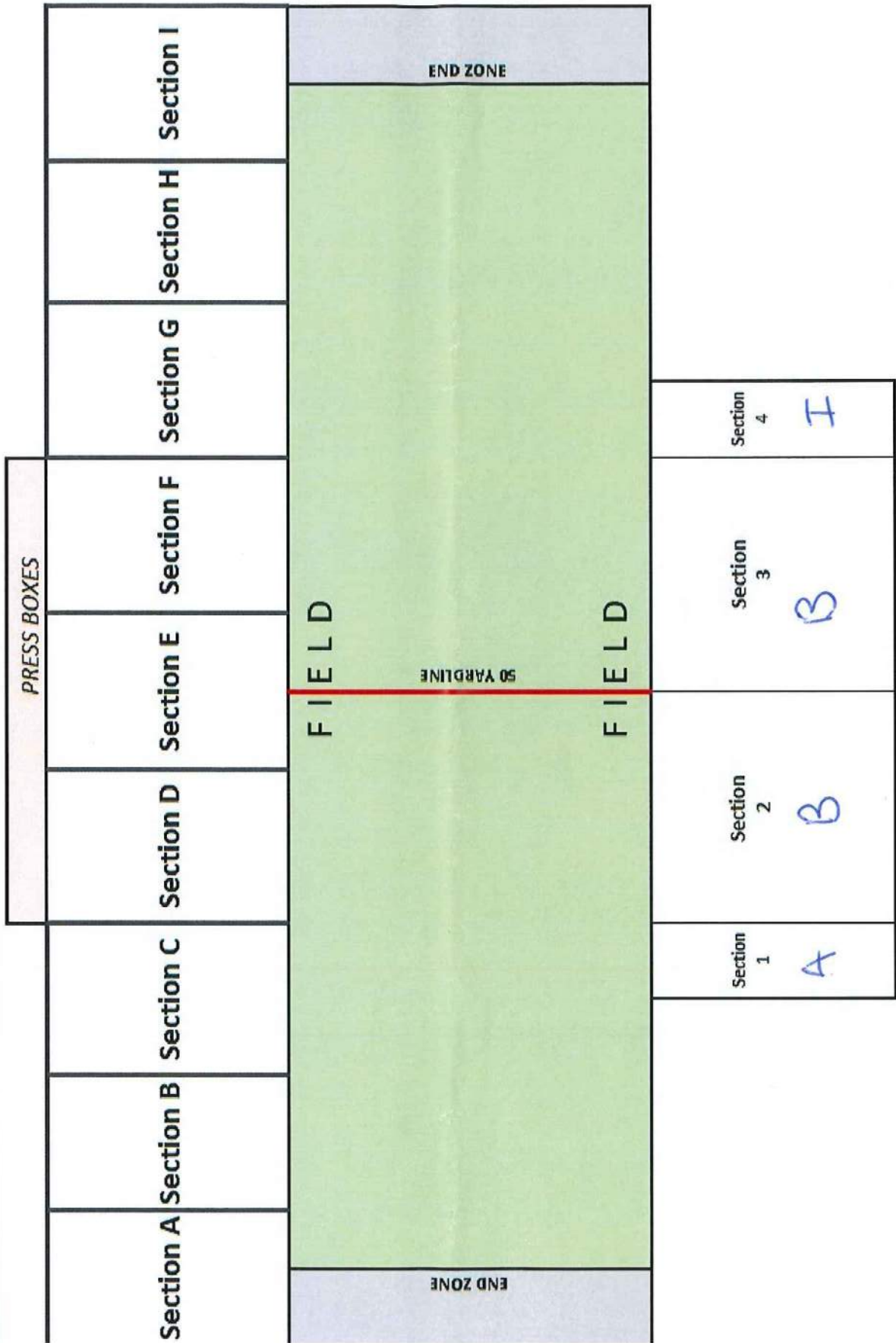


- Check in/Temp Check
- Hand Washing stations/Port-a-potties
- Exit
- Hand Sanitizing Station
- Entry



Concessions & Restrooms

APPROVED  
Alan Kircher, Deputy  
Building Official





APPROVED  
Alan Kircher, Deputy  
Building Official

Section  
B,C,E,G and H

32 Pods of 2  
people

● = 1  
person

● =  
1 ½ Sq ft



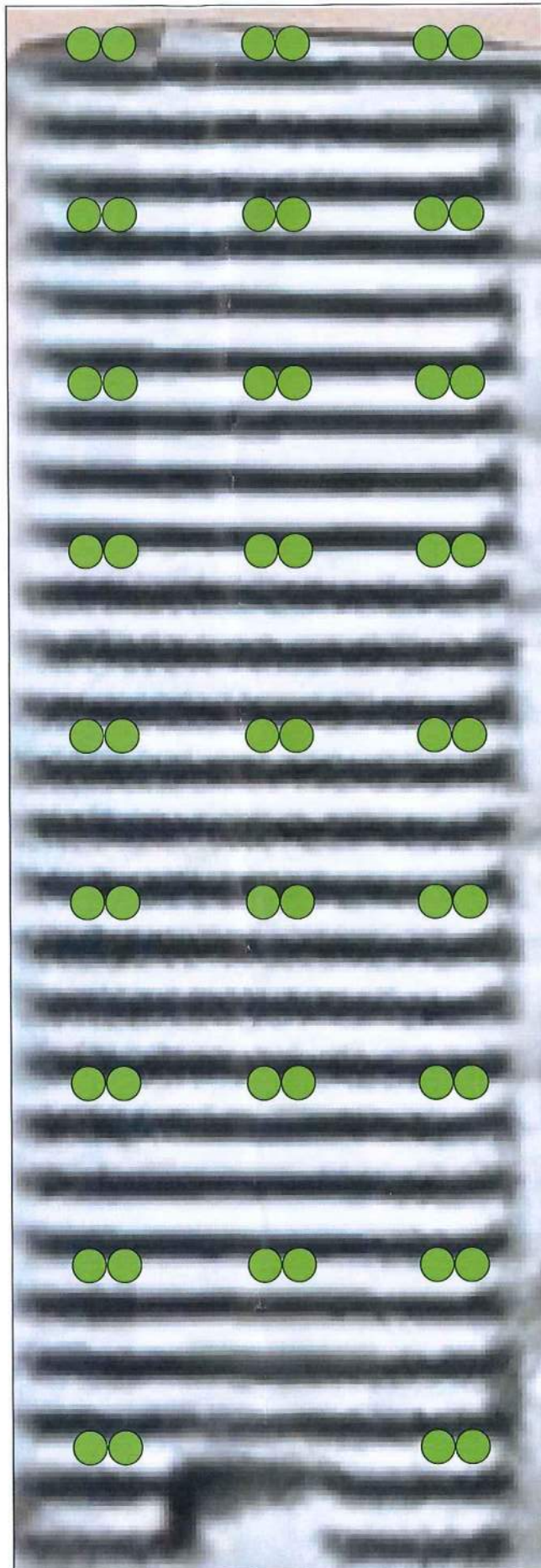
APPROVED  
Alan Kircher, Deputy  
Building Official

Section A & I

26 Pods of 2

● = 1 person

● = 1 ½ Sq ft





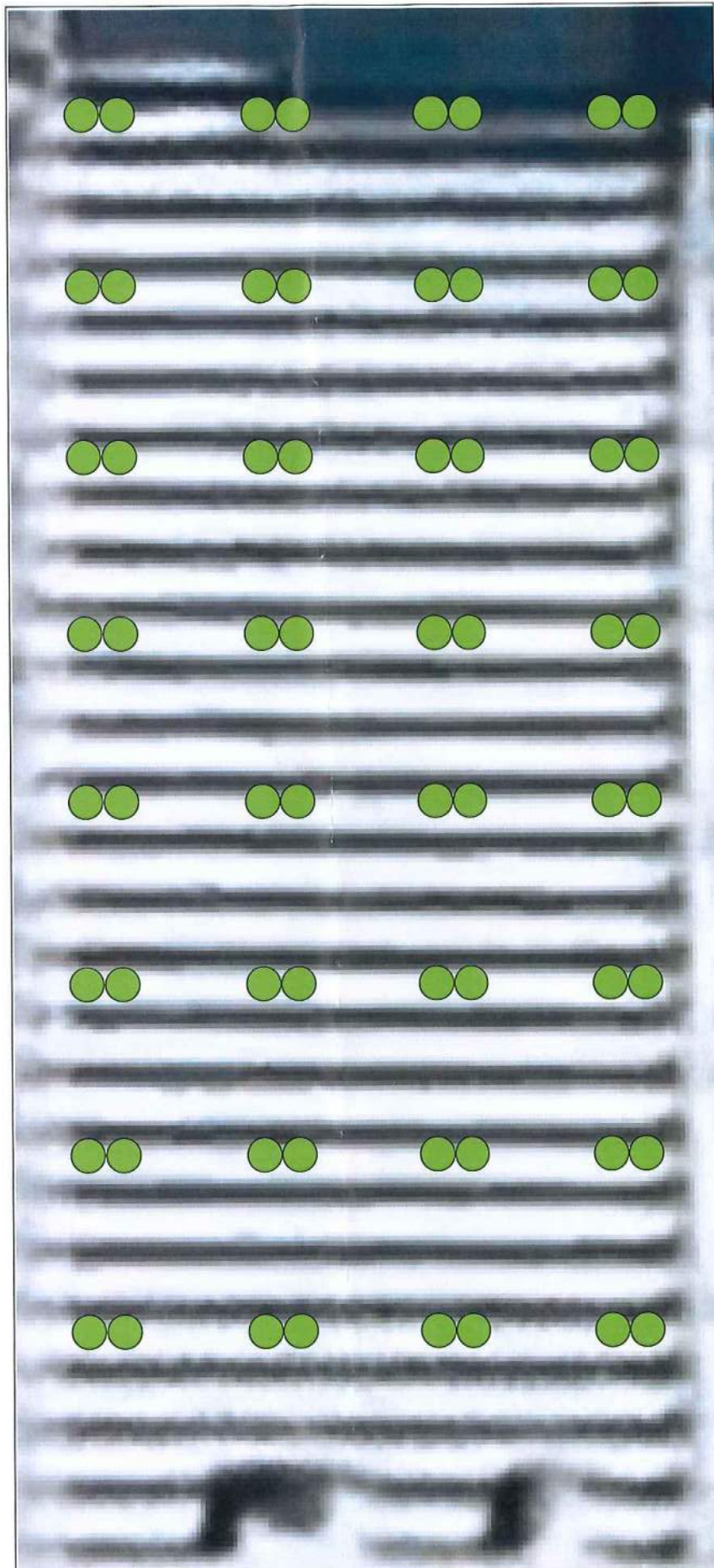
APPROVED  
Alan Kircher, Deputy  
Building Official

Section D & F

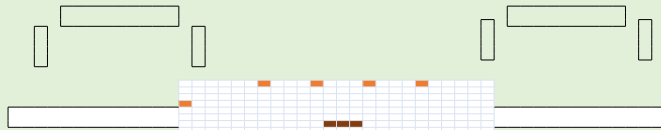
32 Pods of 2  
People

● = 1  
Person

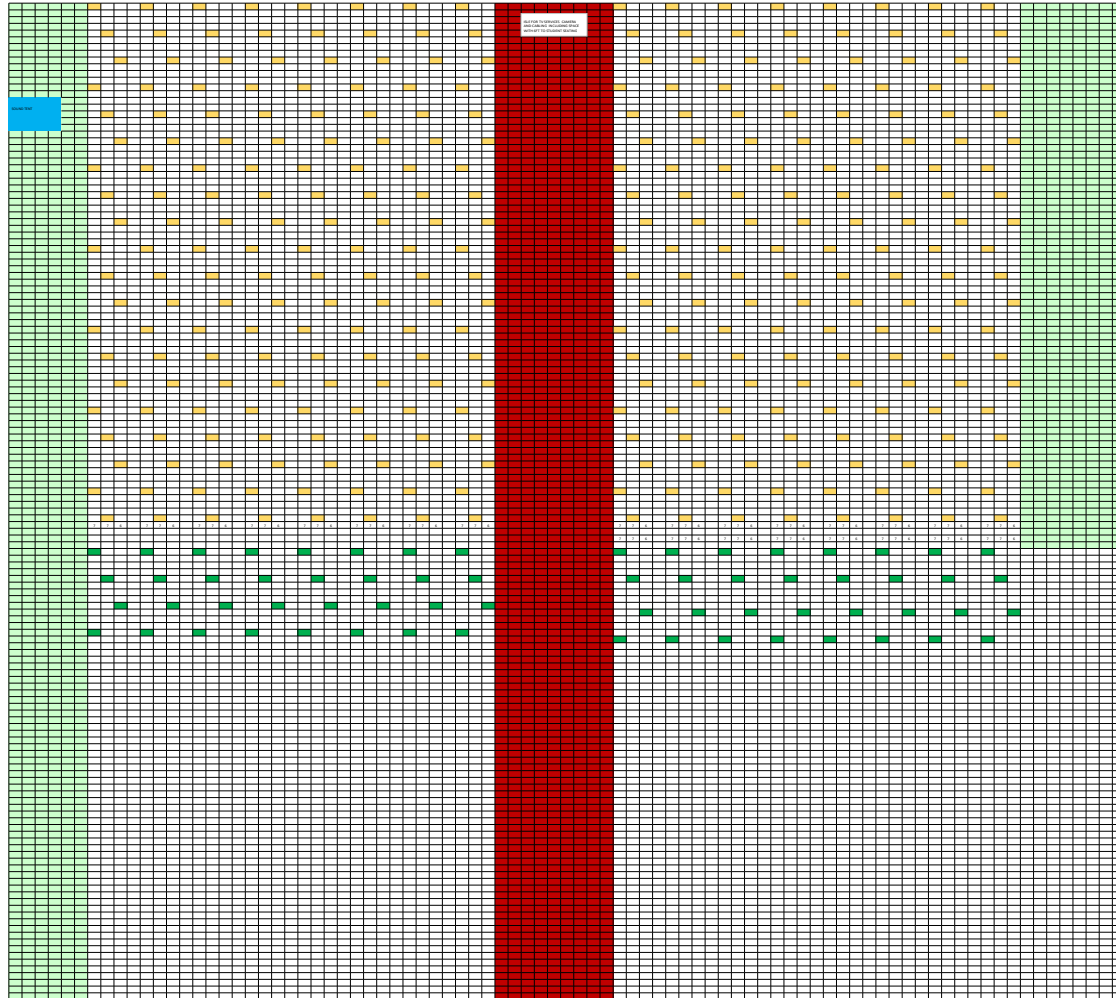
● =  
1 ½ Sq ft







**APPROVED**  
**Alan Kircher, Deputy**  
**Building Official**



# Mask Up Matadors!



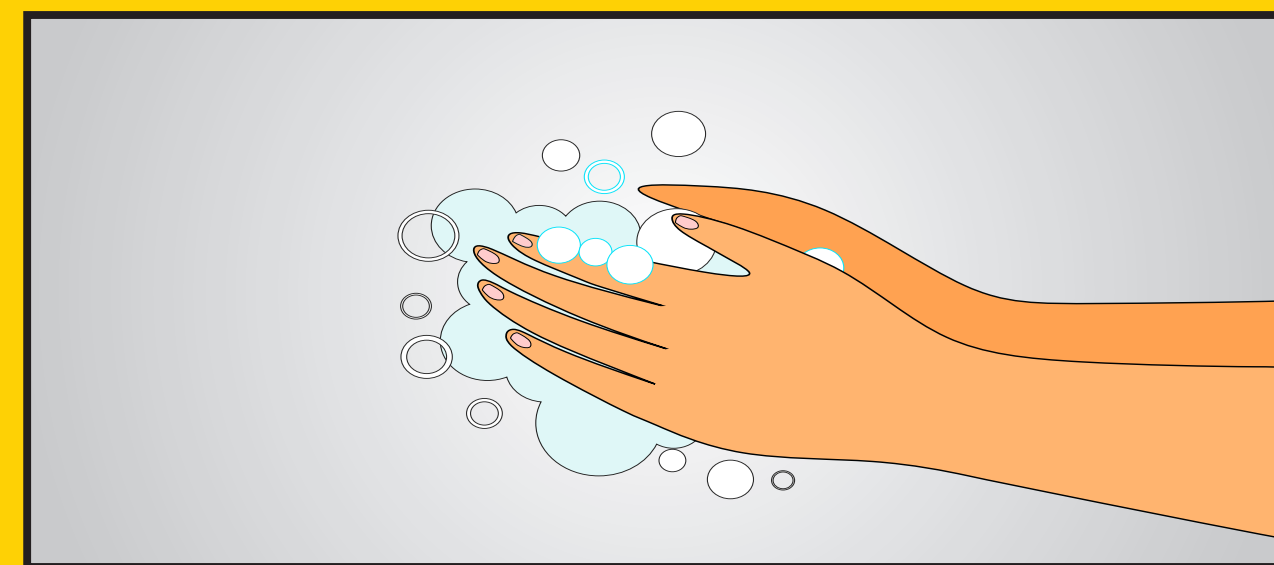
Thank you for doing your part to keep our campus healthy and safe.

For more information, visit [cdc.gov](https://www.cdc.gov)

✓ **Wear your face covering**



✓ **Wash your hands often**



✓ **Stay 6 feet apart**

